

After I have the permits reissued, how do I obtain approval of inspections for which construction has been completed or where parts of the work performed are no longer accessible for inspections?

As the permit holder, it is your duty to cause the work to remain accessible and exposed for inspection purposes. Furthermore, Miami-Dade County is not liable for any expense incurred in the removal or replacement of any material for the purpose of performing a required inspection.

If the construction has been completed or if parts of the work performed are no longer accessible for inspection, you will need to remove or replace any material for the purpose of the inspection or you can retain a duly qualified licensed engineer or architect as a Special Inspector to perform the inspections to certify that the work was performed to code.

Inspection reports submitted by State of Florida duly licensed engineers and architects must indicate the scope of his/her inspections and methods used to ascertain compliance with the permit documents. All inspection reports must be signed and sealed. All final inspections shall be performed by the Building Department inspectors.

How long do I have to comply and what will be the penalty for noncompliance?

Please be advised that failure to submit Special Inspector reports and documentation or failure to have the permit reissued, if required, within 60 days of receipt of this notice will result in the issuance of tickets, suspension of permitting privileges, and the initiation of disciplinary action before the Construction Trades Qualifying Board or the Florida Construction Industry Licensing Board.

Where are your offices located and what are the processing hours?

Miami-Dade County Permitting and Inspection Center

11805 S.W. 26th Street (Coral Way)

Miami, Florida 33175-2474

(786) 315-2100

Plans processing between the hours of 7:30 a.m. to 4:30 p.m., Monday through Friday.

South Office

10710 S.W. 211 Street, Suite 105

Miami, Florida 33189

(305) 233-0614

Plans processing drop off service between the hours of 7:30 a.m. to 4:30 p.m., Monday through Friday.

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Mayor



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Miami-Dade County provides equal access and equal opportunity in employment and services and does not discriminate on the basis of disability. "It is the policy of Miami-Dade County to comply with all of the requirements of the Americans with Disabilities Act."

PERMITS WITHOUT FINAL INSPECTIONS

QUESTIONS AND
ANSWERS FOR
CONTRACTORS WITH
EXPIRED PERMITS



A public information service of

Miami-Dade County Building Department

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Monday - Friday
7:30 a.m. - 4:30 p.m.

www.co.miami-dade.fl.us/bldg/
or
www.miamidade.gov

What if the Building Department's records are incomplete or inaccurate?

Please visit one of the Building Department offices with documentation to that effect. Examples of documentation you may submit: Permit Card showing proof that inspections were performed by a Building Department Inspector, proof of approved shop drawing(s) and payment of shop drawing fees.

What if permits were obtained and the work was never performed or duplicate permits were issued for the same work?

Request cancellation of the permits by writing a letter to the Building Department, Permit Records Section at 11805 S.W. 26 Street, Miami, Florida 33175-2474, Attention: Branch Office Supervisor. In your letter, please be sure to give the permit number, job address and reason for cancellation. The letter should be signed by the qualifying agent.

What if the job was halted due to legal action or a dispute with the owner?

If you started the job but did not complete the work due to legal action or a dispute with the owner, you need to notify the department immediately in writing. This letter should be sent to the Building Department, Permit Records Section at 11805 S.W. 26 Street, Miami, FL 33175-2474, Attention: Branch Office Supervisor. In your letter, be sure to give the permit number, job address, explain the circumstances, and the date you ceased working on the project.

What if one of the outstanding requirements under the permit was not required or not performed?

For example: an electrical upgrade was shown on the original plans, however, it was not performed.

In order to delete a portion of the work from the original permit, you will need to visit one of our Building Department offices during the designated processing hours with a revised set of plans. You will be required to complete a new permit application and obtain approvals from the required processing sections.

What if a duly qualified and pre-approved Special Inspector was retained and performed the mandatory inspections at the time of construction?

If the required mandatory inspections were performed by a Special Inspector pre-approved and pre-qualified by us at time of construction, you must submit the inspection reports to the Building Department, so that the results of the inspections can be made part of the official record, if acceptable.

The inspection reports should contain the dates the inspections were performed and any comments made by the Special Inspector at time of inspection. All inspection reports must be signed and sealed by the licensed architect or engineer.

Once those inspections have been made part of our records, you are still required to call for any mandatory inspections that were not performed by the Special Inspector. If it has been more than 180 days since the last inspection was performed by the Special Inspector, you will need to have the permit reissued and call for all remaining mandatory inspections.

What if the work was performed and mandatory inspections were never called for and a Special Inspector was not retained to perform the inspections?

You are required to have your permit reissued and call for mandatory inspections (refer to procedures below).

What is the procedure and fee for reissuing the permit?

In order to have your permits reissued so that you can call for required inspections, you will need to come to one of our Building Department offices during the designated processing hours. Listed below for your convenience are office locations and hours. You will be required to complete a new application and will need to obtain approvals from the sections that originally reviewed the permit such as the Construction Plans Processing Section in addition to obtaining any approvals required by other departments such as the Department of Planning and Zoning and the Department of Environmental Resource Management (DERM).

The reissuance application will be processed as per the South Florida Building Code requirements at the time of reissuance or after March 1, 2002, the Florida Building Code.

The Building Department's fee for the reissuance permit will be 50% of the original fee with a minimum fee provided that the reissuance application is submitted within 6 months of the permit expiration date. Resissuance applications submitted which exceed 6 months of the permit expiration date will be charged the full permit fee.